

# **BUILDING MAINTENANCE WORKER, CORRECTIONAL FACILITY**

## **JOB ANALYSIS BACKGROUND INFORMATION**

**Date of Study:** October 20 & 21, 2003

**Collective Bargaining Identification:** R12

**Job Analysis Conducted By:** Charmaine Traywick, Associate Personnel Analyst,  
Personnel Examining Section

**Number of Incumbents:** There is 13 incumbents in this classification  
per Department of Corrections Filled/Vacant  
Position Report dated August 31, 2003.

### **Names of the Subject Matter Expert(s) and their background:**

#### **Laura Eldrige, Supervisor of Building Trades, CSP, Sacramento**

Ms. Eldridge has worked for the Department of Corrections for over seven years. She is currently a Supervisor of Building Trades. She has over one year of experience as a Supervisor of Building Trades.

#### **Sandra Gill, Staff Services Manager I, Pelican Bay State Prison**

Ms. Gill has worked for the Department of Corrections for over 17 years. She is currently a Staff Services Manager I. She has over nine years of experience as a Staff Services Manager I.

#### **Delvin Hosey, Building Maintenance Worker, Correctional Facility, R.J. Donovan Correctional Facility**

Mr. Hosey has worked for the Department of Corrections for over a year. He is currently a Building Maintenance Worker, Correctional Facility. He has over one year of experience as a Building Maintenance Worker, Correctional Facility.

## **BUILDING MAINTENANCE WORKER, CORRECTIONAL FACILITY INFORMATION GATHERING**

The initial list of tasks and knowledges, skills & abilities statements were identified after conducting a literature review which consisted of:

- Building Maintenance Worker, Correctional Facility class specification
- Building Maintenance Worker, Correctional Facility duty statement